

1
2 **LITTLE TRAVERSE BAY BANDS OF ODAWA INDIANS**

3 Regular Meeting of the Gaming Board of Directors

4 Odawa Casino Resort

5 Petoskey, MI 49770

6 September 17, 2010

7 **Open Session**

8
9 Meeting called to order at 9:33 a.m.

10 Directors Present:

11 Chairperson Carol Mc Fall

12 Vice Chairperson Judy Pierzynowski (absent)

13 Treasurer/Secretary Sheran Patton

14 Staff Present:

15 Gaming Board Executive Office Manager Cathy Bradley

16 OCR Staff Present:

17 General Manager David Wolf

18 Director of Human Resources Melissa Richards

19 HR Coordinator Katie Bauer

20 Tribal Government Present:

21 Tribal Chairman Ken Harrington

22
23
24 Motion made by Treasurer/Secretary Patton and supported by Chairperson

25 Mc Fall to adopt the agenda for 09.17.10. Vote 2 yes. 0 no. 0 abstained.

26 1 absent (Vice Chairperson Pierzynowski). Motion carried.

27
28 Motion made by Treasurer/Secretary Patton and supported by Chairperson

29 Mc Fall to approve the Gaming Board of Directors Regular Open Session

30 Meeting Minutes of 09.03.10. Vote 3 yes. 0 no. 0 abstained. 1 absent (Vice

31 Chairperson Pierzynowski). Motion carried.

32
33 Public comment opens at 9:47 a.m. No comments.

34 Public comment closes at 9:47 a.m.

35
36 Chairperson Report

37 Status of Case, we have not heard from Matt Lesky the prosecutor – On

38 September 1st he stated that he is drafting the written findings which he stated

39 should be done on September 2nd, also stated was that once the findings were

40 complete they would be provided to Tribal Police along with instructions relating

41 to the return of property seized pursuant to the search warrant.

42
43 Motion made by Treasurer/Secretary Patton and supported by Chairperson

44 Mc Fall to accept the Chairperson's verbal report for 09.17.10 as presented by

45 Chairperson Mc Fall. Vote 2 yes. 0 no. 0 abstained. 1 absent (Vice Chairperson

46 Pierzynowski). Motion carried.

1 Motion made by Treasurer/Secretary Patton and supported by Chairperson
2 Mc Fall to approve Human Resources Team Member Procedure for Team
3 Member Donations. Vote 2 yes. 0 no. 0 abstained. 1 absent (Vice Chairperson
4 Pierzynowski). Motion carried.

5
6 Motion made by Treasurer/Secretary Patton and supported by Chairperson
7 Mc Fall to ratify phone poll dated 09.15.10 to approve a temporary change in the
8 approved signatory listed in the accounting procedures. The temporary change
9 allows for (1) signature on all disbursement account checks and will not exceed
10 30 days in duration. The signature will consist of a currently authorized signer of
11 the Odawa Casino Resort management team and for purposes of internal
12 control, one member of the GBOD and the Director of Finance will review and
13 provide approval of a check listing which details the payments to be made prior
14 to signing of checks. All other accounts payable procedures are to remain
15 unchanged. Vote 2 yes. 0 no. 0 abstained. 1 absent (Vice Chairperson
16 Pierzynowski). Motion carried.

17
18 Vice Chairperson Pierzynowski arrives at 10:08 a.m.

19
20 Vice Chairperson Report

21 I had asked our Office Manager to do some research on the 911 Building.

- 22
- 23 • The building was purchased in April 2001 for \$790,000.00.
 - 24 • There is a Gaming Administration Resolution GA 03200101 which
25 requested that Tribal Chairman Gerald Chingwa authorize a mortgage
26 agreement with National City Bank for the 911 Spring St., Petoskey
27 property to negotiate with the bank starting at \$790,000 and not to exceed
28 \$890,000.
 - 29 • Tribal Council issued Resolution 032801-01 which authorized Tribal
30 Chairman Gerald Chingwa to secure on behalf of the Tribe a loan up to
31 \$900,000 and enter into a mortgage agreement for the 911 Spring St
32 property.
 - 33 • There is a Gaming Administration Resolution GA05220102 which
34 authorized Gaming Administration John Gasco to execute a lease
35 agreement between the Tribe and the Gaming Administration to rent the
36 Spring St. property to the Gaming Administration for \$14,000 per month.
 - 37 • Tribal Council issued Resolution 060301-01 which authorized Tribal
38 Chairman Gerald Chingwa and Tribal Treasurer Alice Yellowbank to
39 execute a lease between the Tribe and Gaming Administration to rent the
40 Spring St. property for \$14,000 per month with the initial term of 12
41 months.
 - 42 • The Casino started payment of \$14,000.00 per month on April of 2001 and
43 is currently still paying rent of \$14,000.00 per month; to date the casino
44 has paid 1,736,000.00 of rent to the Tribe for the 911 Spring St. Property.
 - 45 • We have requested a report as to if the casino is utilizing the building and
46 also for what purpose.
- 47

1 I am requesting that when the direction comes from the Tribal Executive office or
2 Tribal Council it needs to be in writing.

3
4 Motion made by Chairperson Mc Fall and supported by Treasurer/Secretary
5 Patton to accept the Vice Chairperson's report for 09.17.10 as presented by
6 Vice Chairperson Pierzynowski. Vote 3 yes. 0 no. 0 abstained. 0 absent.
7 Motion carried.

8
9 Executive Office Manager Report

10 I am currently working with PNC on the resolution that will modify the check
11 signers for the Casino, currently both legal departments need to get together and
12 discuss the removal of Tribal Jurisdiction of the resolution. I worked with Director
13 of Finance Roger Borton to identify a interim process of check signing until all
14 changes become effective. In addition, Executive Assistant Rebecca Atkinson
15 informed me that the Gaming Board cannot write resolutions, so it is appearing
16 that this resolution will need to go before Tribal Council for approval. It concerns
17 me due to the Gaming Authority Statute states that you are able to maintain bank
18 accounts and PNC's means of maintaining the accounts is through a resolution.
19 Per request of the Gaming Board of Directors a legal request has been submitted
20 to have a meeting with legal to review the Gaming Authority and Delegation
21 Statute.

22
23 Motion made by Vice Chairperson Pierzynowski and supported by Chairperson
24 Mc Fall to accept the Executive Office Manager's report for 09.17.10 as
25 presented by Executive Office Manager Cathy Bradley. Vote 3 yes. 0 no.
26 0 abstained. 0 absent. Motion carried.

27
28 Motion made by Treasurer/Secretary Patton and supported by Vice Chairperson
29 Pierzynowski to go into executive session for proprietary information at 10:25
30 a.m. Vote 3 yes. 0 no. 0 abstained. 0 absent. Motion carried.

31
32 Motion made by Treasurer/Secretary Patton and supported by Vice Chairperson
33 Pierzynowski to return to open session 10:28 a.m. Vote 3 yes. 0 no.
34 0 abstained. 0 absent. Motion carried.

35
36 General Manager Report

37 Hotel Furniture
38 Energy Fair
39 Elders Holiday Luncheon
40 Zonta
41 Poker Tournaments
42 United Way
43 TM Gaming/Gaming Age
44 Transition Plan of Surveillance Team
45 Career Enrichment Program
46 Snap Shot Review
47 Check Cashing

1 Motion made by Treasurer/Secretary Patton and supported by Chairperson
2 Mc Fall to accept the General Managers report for 09.17.10 as presented by
3 General Manager David Wolf. Vote 3 yes. 0 no. 0 abstained. 0 absent.
4 Motion carried.

5
6 Career Enrichment Program (CEP) Overview
7

8 Presented by Melissa Richards, Human Resources Director and Katie Bauer,
9 Human Resources Coordinator and LTBB Tribal Citizen.

10
11 The Gaming Board was contacted through the Tribal Chairs Executive Assistant
12 Rebecca Atkinson as Tribal Chairman Ken Harrington had wanted to be present
13 for the overview. The time was set for 10:30. We waited 40 minutes for the
14 Tribal Chairman's arrival before proceeding.

15
16 Melissa provided the Gaming Board of Directors a brief overview of the program
17 while Katie provided the presentation.

18
19 During the discussion Melissa and Katie mentioned that they had solicited help
20 from several Team Members and Managers. They stated that ABELi was a good
21 program and that some of it was incorporated into this program, but the
22 challenges of ABELi were administration, accountability and measuring success.

23
24 Treasurer/Secretary Sheri Patton had stated that former council member Fred
25 Harrington had concerns that these programs do not work; she inquired as to
26 why this one would work? Melissa stated that she has seen these programs
27 work if you build in accountability. She had met the Chairman's brother (Fred
28 Harrington) and listened to his concerns while visiting North Central Michigan
29 College (NCMC) to set up a partnership with the college for accreditation.
30 Melissa stated that we will have challenges and there are people that are waiting
31 to see if it is going to fail. Melissa stated that we need positive talk and positive
32 behavior to help this work.

33
34 Vice Chairperson Judy Pierzynowski brought up a previous program in which a
35 Team Member finished the program and yet they were not placed in the
36 Director's position, as they were not ready. Melissa had stated that the previous
37 program that Judy was referring to that there were no specifics on what they
38 gained. We have milestones built into this program.

39
40 Chairperson Carol Mc Fall asked for clarification on the tribal citizen part if it
41 pertained to LTBB or all Native, Katie explained that the one part of the program
42 is for LTBB Tribal Citizens only.

43
44 Katie mentioned that they have worked with the Tribe, Meredith Henry, and
45 Casino Directors in addition to two focus groups with LTBB Tribal Managers and
46 received their feedback and incorporated some of it into the program. We are
47 now working on the marketing material to launch for the first part of November.

1 Treasurer/Secretary Sheri Patton questioned about the educational requirements
2 and the importance of people skills. She has seen individuals in the program
3 where they struggled with the people skills. Melissa said that this would be
4 identified and discussed with those that did struggle in this area.

5
6 Tribal Chairman Ken Harrington arrives at 11:52 a.m.

7
8 Tribal Chairman Ken Harrington questioned the current conversation and if there
9 is a package or disk that he could review. It was agreed that Human Resources
10 would provide another overview with the Tribal Chairman and Tribal Vice
11 Chairman separately.

12
13 Treasurer/Secretary Sheri Patton inquired as to if there were any managers
14 interested? Melissa stated we didn't do a straw vote, but added that there were
15 two tribal Team Members that were skeptical with good reason.

16
17 Tribal Chairman Ken Harrington stated that he is going to be doing an article on
18 mentoring and he is curious to see what we have, he stated unfortunately it is not
19 going to be a positive article, but it is going to be factual with history and
20 examples. He stated that hopefully it will steer this in a productive way.

21
22 Treasurer/Secretary Sheri Patton stated that she like the flexibility with the
23 educational part of this program. Melissa stated additionally that for the online
24 portion they have set up with the college the use of their computer lab and we
25 also have the computer lab at the casino for the courses.

26
27 Melissa stated that they had expected some negative feedback, but this is not a
28 mentoring program, it is a foundation and learning program. There is an element
29 of having a mentor, but a mentor is not going to get you to director level.

30
31 Tribal Chairman Ken Harrington stated that it is very difficult to mentor to
32 someone who is going to take your job, and is there a severance in place?
33 Melissa mentioned that we have our employment contracts that we as directors
34 have all signed. Ken asked if there is a time line. Melissa stated per say there is
35 not a timeline, but we build accountability into it. The GM measures every
36 quarter. Ken expressed a concern about internal politics.

37
38 Melissa stated that the measurement of success is when we have an associate
39 Director assume a Directors position.

40
41 The Gaming Board of Directors thanked Melissa and Katie for the overview and
42 will scheduled a date with Tribal Council.

43
44 Motion made by Vice Chairperson Pierzynowski and supported by
45 Treasurer/Secretary Patton to accept the Human Resources Director report for
46 09.17.10 as presented by Human Resources Director Melissa Richards and
47 Human Resources Coordinator Katie Bauer. Vote 3 yes. 0 no. 0 abstained.
48 0 absent. Motion carried.

1
2 Motion made by Treasurer/Secretary Patton and supported by Vice Chairperson
3 Pierzynowski to adjourn at 1:12 p.m. Vote 3 yes. 0 no. 0 abstained. 0 absent.
4 Motion carried.
5 A regular Gaming Board meeting on October 1, 2010 at 10:00 a.m.
6
7 These minutes have been read and approved as written:
8
9 _____ October 1, 2010
10 Sheran Patton, Treasurer/Secretary
11
12 _____ October 1, 2010
13
14 Carol Mc Fall, Chairperson